

College for Seniors (CFS) Course Proposal

**Submitted for Fall 2018 Term
September 17 - November 9, 2018**

If you have alterations to the proposal, please email them to:
collegeforseniors@gmail.com

Thank you for submitting a proposal for the College for Seniors.

This is a record of your responses.

A member of the appropriate Curriculum Committee will contact you near the beginning of the committee's review process in May 2018. In mid-June, you will be notified about the Fall term scheduling and whether your course can be scheduled.

Instructor Name:

Name of Course:

Email Address:

Mailing Address (for administrative use only):

Contact Phone (for administrative use only):

Birth date: (for administrative use only):

Are you a current member of OLLI Asheville?

Are you a new instructor to College for Seniors?

Have you taken courses at College for Seniors?

Instructor's Biography:

Additional Instructors:

Additional Instructors name:

Additional Instructors email address:

Additional Instructors Address:

Additional Instructors phone number:

Additional Instructors birthdate:

Course Description:

If there are blanks on this page, you may not have been asked certain questions. You may change your course description, course outline and biography any time. Email collegeforseniors@gmail.com.

Have you read and do you understand the Promotion and Advocacy Policies of College for Seniors?

Yes

No

Promotion and Advocacy Policies of College for Seniors

Through its instructors, curriculum committees and staff, College for Seniors strives to foster a culture of respect in which an open exchange of ideas and an environment for respectful discussion is welcomed and encouraged.

We ask College for Seniors instructors to:

- Establish and maintain an environment for an open exchange of opinions and creative discussion and not proselytize for specific religious, political or philosophical beliefs;
- Avoid promotion of their own or other specific businesses, products or services by way of announcements and marketing, including the non-requested distribution of business cards, brochures or company presentation templates;
- Avoid the use of email addresses or contact information of OLLI participants beyond specific course communications. Continuing contact with participants after the conclusion of the course requires intentional opt-in and easy opt-out features on the part of the participants.

New Instructors experience summary applicable to this course:

If this is a repeat course, what year and term did you teach this?

Any changes to course since last given?

Overall Course Objective:

Delivery Format:

Course Outline (which will be posted on the OLLI website Course Descriptions):

Course Outline can be submitted after the proposal is received by emailing a copy to hgunn@unca.edu

Prerequisites or qualifications for participants:

Recommended or Required Textbook?

Name, author and ISBN of Textbook:

Additional fees that the participant must provide:

Purpose for the fee:

Estimated cost per participant:

Any materials the participant must provide?

If so, please provide a materials list:

Are there any other expenses that should be considered with the course proposal?

Length of Course (weeks):

Other Information:

Your ideal number of participants?

Your maximum number of participants?

Are you willing to teach more than one section?

Location of the course if other than Reuter Center:

Are there rooms in the Reuter Center that will not work well for this course?

Describe any special space or accommodation needs:

Times Available to Teach:

Class Time length (one hour, 90 minutes, two hours, more)

Monday

9 to 11 a.m.
 11:30 to 1:30
 2 to 4 p.m.

Tuesday

9 to 11 a.m.
 11:30 to 1:30
 2 to 4 p.m.

Wednesday

9 to 11 a.m.
 11:30 to 1:30
 2 to 4 p.m.

Thursday

9 to 11 a.m.
 11:30 to 1:30
 2 to 4 p.m.

Friday

9 to 11 a.m.

OTHER TIMES?

Are there any times you would prefer to teach?

Is there a time or day of the week you cannot teach during this term?

Audio-visual equipment not on Technology FAQ Sheet required:

Computer software requirements that are not listed on the Technology FAQ Sheet:

Will need Paper Copies made for participants?

If needed, give total number of pages per participant for length of course:

We encourage instructors to post course resources, course outlines and attachments during the term on the OLLI website at <https://olliasheville.com/courses>.

If you are teaching in an assigned term, please send your updates for course resources to Leanna Preston, lpreston@unca.edu one month before the term begins.